



Victim Screening and Emergency Management for
Chemical, Biological, and Nuclear Threats

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For support call
or email

Quick Reference Guide

On the Web	On Your PDA
How to Screen	
<ol style="list-style-type: none"> 1. Log into using your login name and password 2. Click the "Screening" tab located at top, left-hand corner 3. Select a Screening Library name 4. Fill in patient data; the only required field is Victim ID 5. Answer questions 6. Qualified Agents will display after screening 	<ol style="list-style-type: none"> 1. Select the ThreatScreen Icon 2. Tapping the logo screen will bypass it 3. Select a library, hit "Start" 4. Answer questions tapping "Next" after each question 5. Qualified Agents will display after screening
How to Record Victims	
<ol style="list-style-type: none"> 1. After screening, select the "Save" button below the Qualified Agents list 2. The Victim Management Page will automatically display 	<ol style="list-style-type: none"> 1. After screening, select an agent by checking the box to the left of the agent name 2. Click the "Report" button at the bottom of the screen 3. Fill in victim information, ID field is required, other data is optional 4. Click "OK" button to enter save data 5. Click "Finish" to confirm entry
How to View and Manage Victims	
<ol style="list-style-type: none"> 1. Select "Victims" tab <ul style="list-style-type: none"> • Victims Tab allows you to view all screened victims 2. Click the edit icon "  " to view Victim Details 3. Click the Disqualifying report icon "  " to view the screening questions and responses 	<ol style="list-style-type: none"> 1. Click the "Libraries" button in the upper left corner 2. Select the "Victim Report" 3. Highlight a victim name and select "View"
How to View Agent Protocol Information	
<ol style="list-style-type: none"> 1. Select "Protocols" tab 2. Click the edit icon "  " to view Agent Details 	<ol style="list-style-type: none"> 1. Highlight a Library name 2. Click the "Agents" button 3. Highlight an Agent name 4. Click the "Detail" button 5. To view different details tap the down arrow "  " and select the desired information